



## Vendor Contacts and Ordering Instructions

To assure PEPPM bid protection, all PEPPM orders must be emailed to [orders@peppm.org](mailto:orders@peppm.org) or faxed to PEPPM at **800-636-3779**. In the body of the purchase order, please include the following language: "As per PEPPM".

**Product Line:** [Alumni Classroom Furniture Inc. – Educational Furniture](#)

### Introduction

We, here at Alumni Classroom Furniture, have an obligation to be the teacher's assistant, the architect's inspiration, and to support students in their learning environments.

Our primary goal is to inspire creative thought and create innovative classroom environments that allow adaptability to the ever-changing ways of learning and give students the opportunity to excel.

Through industry experience, product advantages, design expertise, customer understanding, service feedback and contemporary research Alumni provides the solutions required to eliminate learning barriers that students and teachers are challenged by in the modern classroom environment.

The best way to assist the teacher is to design flexibility into the classroom. Education is moving at light speed and the ability to adapt learning environments at the same pace is critical to allow educators to leave no child behind.

We want to see that each student is given the opportunity to advance and take advantage of the newest teaching methods.

All our products are designed, engineered, and manufactured to strict standards for quality, that are inspected numerous times during the manufacturing process; including a final inspection prior to packaging for shipment.

We look forward to making your classroom furniture purchase an enjoyable experience. To start your experience with Alumni Classroom Furniture, please contact our Educational Solutions Manager in the Pennsylvania region, Patrick Brown. Contact Information: (Phone) 330-831-7258; (Email) [pbrown@alumnicf.com](mailto:pbrown@alumnicf.com). Our mailing address: 210 Regina St. North, Waterloo, Ontario, Canada, N2J 3B6.

For any other states wanting to take advantage of Pennsylvania bid pricing, please contact our Vice-President of Sales, Jason DeWeerd, and he will assign the appropriate Educational Solutions Manager to the state in question. Contact Information: (Phone) 616-260-6888; (Email) [jdeweerd@alumnicf.com](mailto:jdeweerd@alumnicf.com).

## Placing an Order via Email or Fax:

1. Locate product and prices on PEPPM.org or through a sales representative.
2. Our posted PEPPM prices are for a quantity of 1. [We encourage and welcome large quantity orders as volume discounts can be applied, please reach out to our sales team noted above.](#)
3. Select one of the authorized resellers listed below and address the orders to:  
Selected Reseller Name  
Reseller Address
4. All quotes and purchase orders should state "As per PEPPM."
5. Email the completed order to [orders@peppm.org](mailto:orders@peppm.org) or fax to **800-636-3779**.
  - a. Your order will be reviewed and edited by PEPPM Staff.
  - b. You will be contacted to make any necessary corrections.
  - c. Your order will be issued to the vendor within 24 hours during the business week after all (if any) corrections are made.
  - d. Your order will be archived for audit support.
6. Standard shipping is included on all orders over \$500.00.

## Reseller Listing

Orders may not be sent directly to these resellers. All orders must be placed through the PEPPM email address ([orders@peppm.org](mailto:orders@peppm.org)) or fax number (800-636-3779) to assure PEPPM bid protection.

Select one of the authorized resellers/dealers listed below and address the orders to:

### **Kay-Twelve, LLC**

Kim Taylor – Vice-President of Operations; 33 Ambler Rd, Ambler, PA 19002, 1-888-624-5451 x26, [support@kay-twelve.com](mailto:support@kay-twelve.com)

### **Kurtz Bros. Inc.**

Jeremiah M. Miles – National Sales Manager – Furniture & Equipment; P.O. Box 392, 400 Reed Street, Clearfield, PA 16830, 1-800-252-3811, [furnsales@kurtzbros.com](mailto:furnsales@kurtzbros.com)

### **Reed Associates Inc.**

Linda Popow – Office Manager; 1500 Industry Road, Suite P, Hatfield, PA 19440, 215-256-9572 x105, [ipopow@reedassociatesinc.com](mailto:ipopow@reedassociatesinc.com).

### **The Supply Room** (*dba The Supply Room (TSRC); Impact Office; Frank Parsons; George W. Allen; Rudolph Supply; NBA*)

Kim Coleman – Director, Furniture Services; 6610 Amberton Drive, Suite C, Elkridge, MD 21075, 410-241-7909, [kcoleman@rudolphsupply.com](mailto:kcoleman@rudolphsupply.com)

### **Academy Furniture and Supplies**

Sandra DeLeon – Office Manager; 519 Dowd Avenue, Elizabeth, NJ 07021, 877-687-2223, [Sandra@academyfurn.com](mailto:Sandra@academyfurn.com)

### **American Design Associates Inc.**

Theresa Alcarese – Executive Vice President; 9000 Harford Road, Baltimore, MD 21234, 410-823-5500, [theresa@americandesignonline.com](mailto:theresa@americandesignonline.com)